

METROPOLITAN GOVERNMENT of NASHVILLE and DAVIDSON COUNTY

Metropolitan Health Department
Pollution Control Division
311-23rd Avenue, North
Nashville, Tennessee 37203
Telephone: (615) 340-5653 Fax: (615) 340-2142

PROCESS PERMIT APPLICATION

General Process Information Sheet

One copy of this form must be filled out completely for each process emission source and the appropriate Stack Emission Point Sheet or Non-Stack Emission Point Sheet must be attached for each emission point in the process.

1. Company Name: _____ Telephone Number: _____

Physical
Location: _____

Mailing Address: _____

Process Emission Source Number: _____ SIC Code: _____

2. Indicate the purpose of this Application: Construction Permit: _____ Operating Permit: _____ Revised Operating Permit: _____

3. Give name and a brief description of the process along with an attached flow diagram referencing all emission points throughout the process: _____

4. Indicate the proposed date of beginning construction _____ and if this is an existing source, indicate the date of original construction _____, and the date of the last modification _____.

5. Type of Process: Continuous: _____ Batch: _____ Combination: _____

6. (a) Maximum operating schedule used to project potential emissions:

Hours per day: _____ Hours per week: _____ Hours per year: _____

(b) Explain any seasonal variation in production or source operation: _____

7. (a) Process weight rate at maximum capacity: _____ Pounds per Hour.

(b) Potential production capacity: _____ per Hour _____ per Year.
(Units, Tons, Etc.)

8. List all air pollution emission points for this process emission source. Attach an additional sheet if necessary. The appropriate Stack Emission Point Sheet or Non-Stack Emission Point Sheet must be completed and attached for each emission point listed below:

Emission Point	Emission Point Description	Flow Diagram Reference

9. I hereby certify that to the best of my knowledge, the information contained in this application is true, accurate and complete.

Type or Print Name of Responsible Official

Title

Signature of Responsible Official

Date

INSTRUCTIONS FOR COMPLETING A PROCESS PERMIT APPLICATION

One application must be completed for each permit unit beginning with this form followed by the number of “Stack Emission Point Sheets” and/or “Non-Stack Emission Point Sheets” as needed to describe each stack and non-stack (fugitive) emission point in the process. A single “Non-Stack Emission Point Sheet” may be used to report fugitive emissions for several pieces of process equipment located within a facility, such as several unvented printing presses located in the same pressroom.

The instructions for completing this form are as follows:

- Item 1:** Report the company name, physical location, mailing address and telephone number. Assign a numerical number to this source and report the Source Industrial Classification (SIC) code.
- Item 2:** Identify the purpose of this application by checking the appropriate space.
- Item 3:** Describe the process covered by this application and attach the required flow diagram.
- Item 4:** Identify the proposed date of beginning construction and if applicable, indicate the original construction date of the source or process equipment if needed to determine NSPS applicability and the date that the source was last modified.
- Item 5:** Indicate whether the process is batch or continuous by checking the appropriate space.
- Item 6:** Report the maximum operating schedule to be used for projecting potential emissions. Twenty-four hours per day and 8,760 hours per year must be used unless the source is proposing to be restricted to something less than the potential operating schedule.
- Item 7(a):** Report the process weight rate of the source at the maximum operating capacity or a lower operating rate that the facility is willing to be restricted to. Process weight rate is defined as the maximum rate of all materials introduced into the process that may cause any emissions of particulate matter but excluding liquid and gaseous fuels and combustion air.
- Item 7(b):** Report the potential production capacity per hour and per year in the appropriate units, i.e., tons of asphalt produced, gallons of paint produced, number of automotive units produced, etc.
- Item 8:** List, number, and describe each stack and non-stack (fugitive) emission point associated with this process. The appropriate Stack and/or Non-Stack Emission Point Sheets must be attached for each emission point listed in Item 8. Attach an additional sheet if necessary in order to list all emission points associated with this process.
- Item 9:** Report the name and title of the responsible official. The responsible official must sign and date this form to certify that the information on the application is true, accurate and complete.